

SENIOR MAINTENANCE WORKER

Class specifications are intended to present a descriptive list of the range of duties performed by employees in this class. Specifications are not intended to reflect all duties performed in a job.

DEFINITION

Under general supervision, provide lead direction to lower level Maintenance Workers and handle the most highly specialized and complex assignments in the maintenance, construction, and repair of public works grounds, property, and facilities related to parks, streets/storm drainage, or water distribution/wastewater collection.

DISTINGUISHING CHARACTERISTICS

This is the lead level in the Maintenance Worker series. Incumbents lead others and perform a full range of complex duties as assigned in the maintenance, repair, and construction activities and operate light and heavy equipment. They work with minimal instruction and provide highly skilled assistance in a wide variety of applications.

The Senior Maintenance Worker is distinguished from the Maintenance Worker III in that the Senior provides lead direction to a crew of at least three lower level Maintenance Workers by assigning, reviewing, and monitoring the work of a crew.

Separate qualifications allow for specialty recruitments and eligibility lists for each work section (Parks, Streets/Storm Drainage, or Water Distribution/Sewer Collection).

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

General Duties (for all assignments and in addition to the duties of the Maintenance Worker III):

- Assist in the preparation of the annual budget for division assigned.
- Provide training to lower level staff.
- Assign, review, and monitor the work of assigned crew.
- Perform a variety of skilled, semi-skilled, and unskilled maintenance and construction duties related to parks, streets/storm drainage, or water distribution/wastewater collection.
- Operate maintenance and construction equipment and power tools such as a dump truck, front-end loader, backhoe, grader, paving machine, compressor, jack hammer, paint sprayer, sand-blaster, concrete saw, and other related equipment and tools; maintain and perform preventative maintenance on assigned tools and equipment and keep/maintain related records.
- Respond to emergencies as needed.
- Utilize and adhere to proper safety precautions in all work performed.

- Maintain records of daily work performed and materials and equipment used.
- Perform related duties as assigned.

Parks Assignment (in addition to the general duties):

- Identify plants and trees and their maintenance needs.
- Lay out and install new or replacement irrigation systems.
- Assist in the review of irrigation and planting plans for new development.
- Inventory, order, and maintain park related materials.

Streets/Storm Drainage Assignment (in addition to the general duties):

- Inspect streets for pavement management system.
- Inventory, order, and maintain streets-related materials.
- Assist in the review of streets/storm drainage plans for new development.

Water Distribution/Sewer Collection Assignment (in addition to the general duties):

- Assist in review of water and sewer line plans for new installation.
- Perform water audits and prepare documentation for credits.
- Inventory, order, and maintain water and sewer repair materials.

EMPLOYMENT STANDARDS

In addition to the knowledge and abilities for the Maintenance Worker III:

Knowledge of:

- Advanced methods and techniques of concrete finishing and repair.
- Advanced techniques of water and wastewater line repair and maintenance,
- A variety of standard specifications and their applications to work assignments and advanced construction principles and practices.
- Team leadership principles and practices.

Ability to:

- Perform a variety of the more complex maintenance, construction, and repair duties across two or more work assignments.
- Work independently with minimal supervision.
- Lead, assign, review, and provide feedback on the work of lower level Maintenance Workers.

Minimum Qualifications

EITHER - One year full-time experience as a Maintenance Worker III with the City of American Canyon –OR- Five years of general maintenance and construction work in one or more of the following areas: parks, streets/storm drainage, or water distribution/wastewater collection.

Certificates:

Depending upon assignment, some positions may require one or more of the following certificates (Failure to obtain any of the required licenses is cause for release during probation):

- Water Distribution Certificate III within nine months of appointment to the position.
- Backflow Prevention Certificate within nine months of appointment to the position.
- Pesticide Applicator’s License within nine months of appointment to the position.
- Pool Operator’s Certificate within nine months of appointment to the position.

License Requirement:

All class levels:

- Possession of a valid California Class C Driver License at the time of appointment. Individuals who do not meet this requirement due to a physical disability will be reviewed on a case-by-case basis.
- Some positions may require a valid California Class A or B Driver License with Tanker Endorsement at the time of appointment. Individuals who do not meet this requirement due to a physical disability will be reviewed on a case-by-case basis.

Physical Requirements:

Work is performed in a typical outdoor environment on a year-round basis. (1) Mobility: frequent performance of heavy manual labor; frequent standing for long periods of time; frequent bending and squatting. (2) Lifting: frequent lifting up to 50 pounds; occasional lifting up to 75 pounds. (3) Vision: constant use of overall vision. (4) Dexterity: frequent grasping, holding, and reaching. (5) Hearing/Talking: frequent hearing and talking in person. (6) Emotional/Psychological: frequent coworker contact; occasional working alone. (7) Environmental: frequent exposure to loud noise; frequent exposure to chemicals, fumes, and other environmental substances.

Other Requirements:

Evening, weekend, shift, standby, and/or on-call work is required.

Classification	Adopted	Revised	Retitled	Class Code	FLSA Designation	Rep Unit
Senior Maintenance Worker	12/2004			4930	Non-Exempt	4

APPROVED: _____
Human Resources Director

Date: _____